



Job Description

POSITION TITLE: Teacher #1016
Adult Education, Jail Program
(ROP/County Operated Schools and Programs)

SALARY PLACEMENT: Adult Vocational Teacher Hourly Salary Schedule

MINIMUM QUALIFICATIONS – EDUCATION AND/OR TRAINING:

Possess a valid California Teaching Credential.

SUMMARY OF POSITION:

Under direct supervision of the Director, Regional Occupation Programs provides instruction in identified social and academic areas which meet individual and group needs of adult students who have been incarcerated.

ESSENTIAL FUNCTIONS:

Essential functions may include, but are not limited to the following:

1. Assess individual student's current level of functioning to determine needs.
2. Design and implement instructional programs to meet student's needs.
3. Demonstrate knowledge of and utilize established curriculum.
4. Implement behavior management system to maintain classroom control.
5. Establish and maintain channels of communication with related agencies as necessary to the needs of the program.
6. Maintain acceptable health and safety standards.
7. Participate in activities designated to promote professional growth.
8. Observe and adhere to legal mandates.
9. Provide independent study instruction to students.
10. Other related duties as assigned.

PHYSICAL REQUIREMENTS:

Employees in this position must have the ability to:

1. Sit and stand for extended periods of time.
2. Exhibit manual dexterity to dial a telephone, to enter data into a computer, and to perform assigned classroom tasks using both hands.
3. See and read a computer screen and printed matter with or without vision aids.
4. Hear and understand speech at normal classroom levels and outdoors and on the telephone.
5. Speak in audible tones to that others may understand clearly in normal classrooms, outdoors, and on the telephone.
6. Physical agility to lift up to 25 pounds to shoulder height and 50 pounds to waist height; and to bend, to stoop, to sit on the floor, to climb stairs, to walk and to reach overhead.

WORK ENVIRONMENT:

Employees in this position will be required to work indoors in a maximum security environment. Comes in direct contact with students, Jail personnel, SJCOE staff, and the public.